

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY  
MAY 20, 2020 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

**CHAIRMAN:**

Louie A. Trujillo

**COMMISSIONERS:**

Michael Montoya

Joseph Baca

David Ulibarri Jr.

David Romero

Ember Davis

Absent

**ALSO PRESENT:**

Scott Aaron, City Attorney

Barbara Padilla, Interim Housing Director

Natasha Martinez-Padilla, Finance Specialist

**CALL TO ORDER**

Meeting was called to order by Chairman Louie A. Trujillo

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Chairman Louie A. Trujillo offered a moment of silence for the people of the community that are suffering with the Coronavirus and he hopes the numbers stay where they are at. He stated they feel for the families, their loved ones, people who are quarantined for 14 days. He asked for prayers for the entire community so they can do good and open up the City soon.

Commissioner Joseph Baca wanted to add to Chairman Trujillo's statement, to remember the Sanchez family. Leroy "Huero" Sanchez, former City Councilor, former Mayor, former President of Luna Community College, who passed away. Commissioner Baca stated he spoke with Mr. Sanchez brother two days ago and they are doing well. Chairman Trujillo stated this was a big loss.

**APPROVAL OF AGENDA**

Commissioner David Romero made a motion to approve the agenda as presented. Commissioner David Ulibarri seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

Commissioner Joseph Baca	Yes	Commissioner Michael Montoya	Yes
Commissioner David Romero	Yes	Commissioner Ember Davis	Absent
Commissioner Davie Ulibarri Jr.	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

Commissioner Joseph Baca stated that as they are required by the City Charter, all of them know, Mayor, and each Councilor knows, as well as the City Manager and City Attorney, that their company, Baca Broadcasting has a contract with the City for the radio shows that the staff conducts twice a month. He stated according to the requirement of the Charter, I needs to publicly disclose that. Chairman Trujillo thanked Commissioner Baca for that.



## **APPROVAL MINUTES**

Commissioner Michael Montoya made a motion to approve the minutes of April 15, 2020. Commissioner Joseph Baca seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Romero	Yes	Commissioner Joseph Baca	Yes
Commissioner David Ulibarri Jr.	Yes	Commissioner Ember Davis	Yes
Commissioner Michael Montoya	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

## **PUBLIC INPUT**

None at this time.

## **PRESENTATION**

### **HOUSING AUTHORITY FINANCE REPORT**

Natasha Martinez, Financial Specialist stated in the Commissioners packets today, they have the revenues and expenditures report through April 30, 2020. Ms. Martinez stated that 83% of the year has lapsed. For dwelling rent they are at 81%. She stated they have had a few vacancies and now with the Coronaviurs, a lot of incomes have changed, therefore the rents will reflex that.

Ms. Martinez stated for operating subsidy they have actually accrued \$724,688. Other income that they built up which is also on the accrual basis is \$12,602. The transfers in is at zero right now. Ms. Martinez stated they have a special meeting coming up that will address the budgeted transfers as well as the actual transfers so they can all be recorded properly. Ms. Martinez stated there were transfers made but they were not recorded in the areas they needed to be recorded, so next month's finance report will be reflective of all those changes that will be coming to the Commission in a BAR next week. Ms. Martinez stated that for the Capital Fund transfer they should be receiving that in the upcoming month as well, which is \$103,000. Ms. Martinez stated for the expenditure comparison, they are 83% of the year. Employee expense is at \$507,742, they have spent 77% of the budget. She stated they do have positions that they consolidated; the Housing Manager Supervisor is the Interim Director so they have cost savings there for employees.

Ms. Martinez stated for operating expenses they have \$352,103 which they have spent 42%. With the BAR that will happen next week that percentage will go down because they will have a carryover of \$299,511 that will go to betterments and improvements for the rehabilitation of the units that need to be repaired on the Sagebrush site, which is Yucca, Cholla and Sandoval area. The number will go down, but they have been staying frugal. She stated hopefully they can get those units repaired and get everything back on schedule. Currently they are at 57% of their budget on the expenditure side.

Commissioner Joseph Baca commented that last week when they discussed this, the City Manager and Natasha noticed that he came away from the meeting with a lot of questions. He stated thanked the City Manager and Natasha for meeting with him. He stated Natasha gave him a 40 minute class on the whole issues with Housing. He stated now feels very comfortable with the work the Housing staff is doing. He believes they are doing a good job. He also stated he had been speaking to the Raton City Manager and he speaks very highly of Las Vegas. Commissioner Baca stated he called him on the phone two days ago and introduced him to Mr. Terry Baca. He stated Mr. Baca spoke very highly of the Housing staff, and he spoke very positive of this agreement that they are going into with HUD. He thanked the staff for all the hard work and for giving him all the information last Friday.

### **HOUSING DIRECTORS MONTHLY REPORT**



Interim Director Padilla informed the Commission that the Housing Authority's focus right now is to fill the vacant units. She stated June 30<sup>th</sup> is the end of their fiscal year and this is when HUD takes a snap shot of their vacancies. These numbers affect the scoring of the HA which is vital for the funding.

Housing Managers are conducting their annual re-examinations on a timely basis. They have received extensions for from HUD if needed. However, they have not had to request extensions at this time. Interim Director Padilla stated they have been able to conduct business by phone and mail. She stated that annual inspections are being postponed at this time, so the staff is not going into any units due to the COVID-19. She explained to the Commission that the Housing Managers do inspections in every unit at least once a year.

Interim Director Padilla stated that the DiMinimus project will begin within the next few days. This project is to demolish 3 buildings, 5 units.

The Housing Authority is taking applications for the waiting list and is encouraging people to apply. Interim Director Padilla stated that some of the waiting lists are not very long at all. She stated currently there are 86 applicants on the waiting list. There are 54 applicants on the 0 to 1 bedroom waiting list, 17 on the 2 bedroom waiting list, 12 on the 3 bedroom waiting list, 2 on the 4 bedroom waiting list and only 1 family on the 5 bedroom waiting list. She stated anyone interested can obtain the income guidelines by either calling the Housing Authority or by doing a Google search for the income guidelines in San Miguel County. She stated sometimes people don't think they qualify for Housing and they actually do.

Interim Director stated the Housing Authority is still following the recommendations given by the City of Las Vegas as far as re-opening the Housing office. They continue to practice social distancing and wearing face masks in public.

Commissioner Joseph Baca stated he has not driving by Housing in a while, but he asked if the residents are doing a good job of keeping up their properties. Interim Director Padilla stated to the commission that right now they are struggling as far as the weeds. She stated she believes this is a City wide issue. She stated again, as they know, Housing staff, including maintenance had been on administrative leave because of the COVID-19 Coronavirus, so maintenance was behind on a lot of their work. Interim Director Padilla stated that the tenants are actually responsible for maintaining their own yards within their perimeter. This does not apply to the elderly and/or disabled. Maintenance is responsible for the grounds and common areas. Interim Director Padilla stated she spoke to the Maintenance Supervisor regarding the weeds because of the concerns, and he is trying to make a schedule. Again she stated the priority is to fill the vacant units.

Commissioner David Romero had a question regarding the applications for Housing due to the COVID-19. He asked if they are accepting applications on-line or how they are doing it. Interim Director Padilla stated that the application is available on-line for people to download and print, they can also be mailed or picked up at the front door of the office. She stated they have received a few applications but would like to see more apply.

#### **BUSINESS ITEM #1**

Approval/Disapproval of Resolution No. 20-23 a Resolution of the City of Las Vegas acknowledging financial liability to Housing and Urban Development and to repeal and replace Resolution No. 20-05.

Natasha Martinez stated that previously they had Resolution No. 20-05 which acknowledged. She stated in a letter sent out to the previous City Manager and previous Mayor Pro-tem to acknowledge the debt that was in the quality assurance audit that came out. She stated they did that in Resolution 20-05 however, when asked for the actual proof of what was transferred, where it was transferred, when it was budgeted, and all those questions came up from their Program Analyst from HUD, at that time the Finance Director was not able to give them the answers or the proof. Ms. Martinez stated thankfully working with Ms. Romero (current Finance Director), she was able to give her access to the general ledger where they had to research it. She stated



they worked together as well as members of her staff to come up with numbers of actual amounts that had been transferred. She stated they did see money passed through different funds, and this is why they are doing this resolution to streamline everything. She stated there is a spreadsheet in their packets showing a check that was made for the purchase of a church in the amount of \$150,656. There was also a cash transfers of \$10,000. She stated they borrowed an employee from the Streets Department and they were able to credit their salary toward in-kind services. She stated they had a window project where the City funds paid for two of the units, and they were able to apply that as in-kind as well. She stated for 2017 and 2018 they did cash transfers of \$10,000 and at the end of 2019 there were checks that were written but then left out and not included in last year's audit. Ms. Martinez stated that is what they are going to do in the budget resolution next week, is to correct all of this.

Ms. Martinez stated this gives them a total transfer for the previous repayment agreement of \$516,851.84 as far as cash. She stated they had an additional \$14,555. Taking that away from the original repayment agreement of \$611,082, left them with a balance of \$79,674.62, which is a little bit better than the previous repayment agreement. She stated when the City acknowledged the liability back in February, they said there was a balance of \$90,425, when the City has actually transferred enough that the balance is \$79,674.62. Ms. Martinez stated they are going to acknowledge this new amount and repeal the last resolution. She stated the City Attorney also changed some of the wording. She stated she worked with Mr. Aaron (City Attorney) and Mandy Griego from HUD to make sure that this resolution will fit perfectly into everything they are asking to move forward as far as the repayment agreement in the future.

Commissioner David Romero made a motion to approve Resolution No. 20-23, a Resolution of the City of Las Vegas acknowledging financial liability to Housing and Urban Development and to repeal and replace Resolution No. 20-05. Commissioner Joseph Baca seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Ulibarri Jr.	Yes	Commissioner David Romero	Yes
Commissioner Michael Montoya	Yes	Commissioner Ember Davis	Absent
Commissioner Joseph Baca	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

Resolution No. 20-23 was approved as follows.

Resolution No. 20-23  
A RESOLUTION OF THE CITY OF LAS VEGAS  
ACKNOWLEDGING FINANCIAL LIABILITY TO HOUSING  
AND URBAN DEVELOPMENT AND TO REPEAL AND  
REPLACE RESOLUTION 20-05

**WHEREAS**, the Governing Body in and for the City of Las Vegas ("City") has received that certain letter from U.S. Department of Housing and Urban Development ("HUD") Regional Manager Donna Wicks addressed to former mayor pro tem Vince Howell and interim city manager Ann Marie Gallegos outlining the amount of funds the City needs to repay HUD; and

**WHEREAS**, the City and HUD have entered into a repayment agreement in February 2016 in the amount of \$611,082.00, of which a balance of \$79,674.62 remains; and

**WHEREAS**, in addition to the \$79,674.62 balance of the repayment agreement, the City has agreed to reimburse HUD in the amount of \$3,584,000.00 and enter into a new repayment agreement with HUD; and



**WHEREAS**, HUD has agreed that any property units, that were previously sold to ineligible purchasers, that are subsequently acquired by the City, without the use of federal funds, and that are delivered to HUD for use in the Housing Authority program, shall be applied as an offset the \$3,584,000.00 in an amount of not less than \$112,000.00 per unit or the actual amount paid by the City to purchase the property, whichever is higher.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAS VEGAS, NEW MEXICO, that the recitals are incorporated herein by reference and the Governing Body hereby acknowledges its liability to HUD for the aforementioned amounts and repeals and replaces Resolution 20-05 with this Resolution 20-23.

APPROVED AND ADOPTED THIS \_\_\_\_ day of May, 2020

  
\_\_\_\_\_  
Mayor Louie A. Trujillo

ATTEST:

Reviewed and approved as to legal sufficiency only:

\_\_\_\_\_  
Cassandra Fresquez, City Clerk

\_\_\_\_\_  
Scott Aaron, City Attorney

## **BUSINESS ITEM #2**

Approval/Disapproval of Resolution No. 20-20 to Adopt the 2020-2021 Las Vegas Housing Authority Budget

Ms. Natasha Martinez presented the 2020-2021 fiscal year budget. She stated the Housing Authority's program is completely federally funded. Therefore, their regulations state they need to get things done a little bit sooner than the City has to for local governance. She stated the HA received \$129,252 for COVID-19 stimulus money. She stated they will also see this in a BAR next week. Ms. Martinez stated she was directed by HUD to put it in this year's and next year's budget because there are expenditures that are coming up prior to June 30<sup>th</sup> and after June 30<sup>th</sup>. She stated she does not know if this is all the stimulus money they will be getting, but so far this is the actual money in their ELOCS system.

Commissioner David Romero made a motion to approve resolution No. 20-20 to adopt the 2020-2021 Las Vegas Housing Authority Budget. Commissioner David Ulibarri Jr. seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Romero	Yes	Commissioner David Ulibarri Jr.	Yes
Commissioner Michael Montoya	Yes	Commissioner Ember Davis	Absent
Commissioner Joseph Baca	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

Resolution No. 20-20 was approved as follows.

### **CITY OF LAS VEGAS HOUSING AUTHORITY RESOLUTION NO. 20-20**

#### **2020-2021 LAS VEGAS HOUSING AUTHORITY BUDGET ADOPTION**

**WHEREAS**, the Las Vegas Housing Authority ("LVHA") mission is to provide safe, adequate, and affordable housing to low-income families, in an environment that fosters cultural preservation, self-sufficiency and community pride; and

**WHEREAS**, the LVHA has adopted a Program Budget on the basis of need; and

**WHEREAS**, it is the majority opinion of the LVHA Board the 2020-2021 LVHA Budget meets the requirements as currently determined for fiscal year 2020-2021; and

**THEREFORE**, Be it Resolved, by the Board of Commissioners of the Housing Authority of the City of Las Vega that it accepts and adopts the budget hereinabove described:

APPROVED AND ADOPTED THIS \_\_\_\_ day of May, 2020

  
\_\_\_\_\_  
Mayor Louie A. Trujillo

ATTEST:

Reviewed and approved as to legal sufficiency only:

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Casandra Fresquez, City Clerk

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Scott Aaron, City Attorney

### **COMMISSIONERS REPORT**

Commissioner David Ulibarri stated six or seven months ago they had a meeting between the City and Daylight Donuts. He wants to know if the City of Las Vegas or Housing can do something about it. He stated it is a liability for the City and for Housing. He stated there a lot of kids and people around there. He stated he has asked Barbara and the Housing if they could do something about it. He is now asking the City if they can do something about it.

Commissioner Ulibarri said he was out in what he calls, "Little Juarez", a few days ago and he saw real bad pot holes in that area. He asked City Manager Taylor if he could have his street guys check it out, as well as on Hot Springs. Commissioner Ulibarri stated the weeds around the Housing look very bad. Commissioner Ulibarri told Interim Director Padilla and Natasha Martinez they are doing a good job, to keep it up.

### **EXECUTIVE SESSION**

No executive session at this time.

### **ADJOURN**

Commissioner David Romero made a motion to adjourn the meeting. Commissioner David Ulibarri Jr. seconded the motion.

Chairman Vince Howell asked for a roll call. Roll call was taken and reflected the following.

Commissioner Michael Montoya	Yes	Commissioner David Ulibarri	Yes
Commissioner Joseph Baca	Yes	Commissioner Ember Davis	Absent
Commissioner David Romero	Yes		

Barbara Padilla re-read the motion and advised the motion carried.

  
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Chairman of the Board of Commissioners

ATTEST

  
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Casandra Fresquez, City Clerk